

W91248-06-Q-0092

Lodging, Meeting Rooms, and Meals.

POC: Regina Harris, Contract Specialist, 270-798-7826,
regina.harris@campbell.army.mil

DESCRIPTION: This is a combined synopsis/solicitation for commercial items prepared in accordance with the format in Subpart 12.6, as supplemented with additional information included in this notice. This announcement constitutes the only solicitation; quotes are being requested and a written solicitation will not be issued. The solicitation document and incorporated provisions and clauses are those in effect through Federal Acquisition Circular 2005-12. Acquisition is Unrestricted. The NAICS Code is 721110 and the small business size standard is \$6,000,000. The Offer Schedule (contract line item number(s), items, quantities, and units of measure) is provided at the end of this document. Service is estimated to start in October 2006 and end about April 2007. The provision at 52.212-1 Instructions to Offerors—Commercial Items, is applicable and is addended as follows: Paragraphs (b)(4), (b)(5), (b)(10), (d), and (e) are deleted. This provision is further addended to incorporate 52.252-1 Solicitation Provisions Incorporated by Reference (Fill-in information - www.gsa.gov); 52.216-1 Type of Contract (Fill-in information, “firm fixed-price”); 252.204-7001 Commercial and Government Entity (CAGE) Code Reporting; and 252.209.7001 Disclosure of Ownership or Control by the Government of a Terrorist Country. **The provision at 52.212-2 Evaluation—Commercial Items is applicable; Technical (Location and Availability) and Price are the evaluation criteria in Paragraph (a). Location and Availability are approximately equal in importance; Price is slightly more important than Technical. The Government will evaluate offers on the basis of advantages and disadvantages to the Government that might result from making more than one award (multiple awards). Award(s) will be made for items or that combination of items that result in the lowest aggregate cost to the Government.** Offerors are instructed to submit completed copies of FAR Provision 52.212-3, Offeror Representations and Certifications—Commercial Items, and DFARS Provision 252.212-7000 Offeror Representations and Certifications—Commercial Items, with offers. The successful offeror must be registered in the Central Contractor Registration at <http://www.ccr.gov>. The clause at 52.212-4, Contract Terms and Conditions—Commercial Items, applies to this acquisition, and is addended to incorporate the following clauses: 52.203-3 Gratuities; 52.232-17 Interest; 52.252-2 Clauses Incorporated by Reference (Fill-in information - www.gsa.gov) ; 252.201-7000 Contracting Officer’s Representative; 252.204-7000 Disclosure of Information; 252.204-7003 Control of Government Personnel Work Product; 252.204-7004 Required Central Contractor Registration; and 252.243-7001 Pricing of Contract Modifications. The clause at 52.212-5, Contract Terms and Conditions Required To Implement Statutes or Executive Orders—Commercial Items, applies to this acquisition and the following additional FAR clauses cited within the clause also apply: 52.203-6 I Restrictions on

Subcontractor Sales to the Government Alternate I; 52.219-8 Utilization of Small Business Concerns; 52.222-21 Prohibition of Segregated Facilities; 52.222-26 Equal Opportunity; 52.222-35 Equal Opportunity for Special Disabled Veterans, Veterans of the Vietnam Era, and Other Eligible Veterans; 52.222-36 Affirmative Action for Workers with Disabilities; 52.222-37 Employment Reports on Special Disabled Veterans, Veterans of the Vietnam Era, and Other Eligible Veterans; and 52.232-33 Payment by Electronic Funds Transfer—Central Contractor Registration. DFARS 252.212-7001 Contract Terms and Conditions Required to Implement Statutes or Executive Orders Applicable to Defense Acquisitions of Commercial Items is applicable and the following additional DFARS clauses cited within the clause are also applicable: 252.232-7003 Electronic Submission of Payment Requests and 52.243-7002 Requests for Equitable Adjustment. Offers are due not later than 3:00 P.M. 28 September 2006. All responsible concerns may submit an offer which will be considered by the agency. Submit offers to Directorate of Contracting, ATTN: Regina Harris, 2172 13 ½ Street, Fort Campbell, KY 42223-5354. Contact Ms. Harris, 270-798-7826, regina.harris@campbell.army.mil or Ms. Trudy Colbert, 270-798-7566, colbertt@campbell.army.mil for information regarding the solicitation.

OFFER SCHEDULE

<u>CLIN</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>UNIT OF ISSUE</u>	<u>UNIT PRICE</u>	<u>TOTAL PRICE</u>
0001	<p><u>Requirement for Strong Bonds Family Retreat</u> to include hotel rooms, meals, child care and meeting rooms. (Note: Seminars will be conducted by chaplain personnel from Fort Campbell.) There will be approximately 23 couples per event and approximately 30 children per event. Child care must be available during each training session. <u>Hotel facility must be located within 90-minute drive from Fort Campbell, Kentucky.</u> All offers shall include the price of the hotel rooms, the conference rooms, the price of any childcare, the price for all meals (dinner, lunch, breakfast) as one total aggregate price per retreat. 23 estimated single rooms for 2 people per room for 2 nights each retreat. The unit price and total price are to include all applicable taxes and any other associated fees. Check-in will be on Fridays no later than 6:00 PM and checkout shall be on Sundays no later than 2:00 PM. Hotel shall have accessible areas in and around the hotel that allow couples to privately reflect and communicate about lessons and spiritual building exercises derived during the training (quiet time) such as open air atriums, chapels, recreation rooms, park benches and nature trails. APPROXIMATELY 30 CHILDREN ESTIMATED WILL ACCOMPANY EACH GROUP AND REQUIRE CHILD CARE PROVIDED BY THE FACILITY AT NO ADDITIONAL COST WHEN PERSONNEL ARE IN CONFERENCES AND ASSOCIATED ACTIVITIES. CONFERENCE ROOM – each scheduled retreat shall have its own conference. No two retreats shall have use of the same conference room at the same scheduled weekend. A conference room is required to accommodate approximately 50 estimated personnel . Hotel staff shall provide water intermittently during conference, pens, note paper, and pencils. Hotel shall also provide refreshments at approx 10:30 AM and also 3:30 PM on each Saturday and Sunday consisting of coffee, water, sodas, and cookies. Conference Room seating arrangement shall provide clear view of presentations for all participants with no visual obstructions. Hotel staff to set up the conference room no later than 6:00 PM Friday and and deconstruct the conference upon completion 2:00 PM on Sunday. The conference room shall be dedicated to this event for the duration of each event. The conference room shall have audio visual support to include a sound system, lapel microphone, proxima, TV with DVD player, computer hook up to the sound system. There are 52 estimated retreat dates beginning in November 2006 (11), December 2006 (11), January 2007 (13), February 2007 (9), March 2007 (5), April 2007 (3). These are tentative dates and subject to change. <u>DINNER</u> – the hotel shall provide a dinner voucher for each adult participant at each retreat. The dinner voucher shall be used for the Friday and Saturday night meals at a specified hotel restaurant. The cost of the dinner voucher shall include all applicable taxes and other associated fees. Each voucher will allow personnel to select from the any of the following suggested items(steak, prime rib, lobster, shrimp, pastas, ethnic cuisine, beverages such as soft drinks, coffee and tea, and assorted dessets.) <u>NOTE: No alcoholic beverages or liquors shall be obtained via use of the dinner voucher. All alcoholic beverages and liquors charges shall be the responsibility of any individual</u></p>				

desiring them. NOTE: not all personnel will be seated at the same time. Personnel are free to select their dinner meal time for any time after 6PM. **BREAKFAST BUFFET**- the hotel shall provide a breakfast voucher for each adult participant at each retreat. The breakfast voucher shall be used for the Saturday and Sunday morning meals at a specified hotel restaurant. The cost of the breakfast voucher shall include all applicable taxes and other associated fees. Each voucher will allow personnel to select from the any of the following suggested Western Style items(eggs, omelets, ham, bacon, pastries, grits or oatmeal, dry commercial cereals, milk, choice of 3 fruit juices, coffee and tea. **NOTE: No alcoholic beverages or liquors shall be obtained via use of the breakfast voucher. All alcoholic beverages and liquors charges shall be the responsibility of any individual desiring them.** NOTE: not all personnel will be seated at the same time. Personnel are free to select their breakfast meal time between the hours of 0600 – 0900 AM . **LUNCH** - the hotel shall provide a lunch voucher for each adult participant at each retreat. The lunch voucher shall be used for the Saturday and Sunday lunch meals at a specified hotel restaurant. The cost of the lunch voucher shall include all applicable taxes and other associated fees. Each voucher will allow personnel to select from the any of the hotel menu items suggested for a luncheon meal. **NOTE: No alcoholic beverages or liquors shall be obtained via use of the lunch voucher. All alcoholic beverages and liquors charges shall be the responsibility of any individual desiring them.** NOTE: not all personnel will be seated at the same time. Personnel are free to select their lunch meal time between 12:30 PM and 2:00 PM.

0001AA November 2006 11 each (retreats) \$_____ \$_____
(specify what dates are available at your facility and how many retreats you can accomodate)

0001AB December 2006 11 each (retreats) \$_____ \$_____
(specify what dates are available at your facility and how many retreats you can accommodate)

0001AC January 2007 13 each (retreats) \$_____ \$_____
(specify what dates are available at your facility and how many retreats you can accommodate)

0001AD February 2007 9 each (retreats) \$_____ \$_____
(specify what dates are available at your facility and how many retreats you can accommodate)

0001AE March 2007 5 each (retreats) \$_____ \$_____
(specify what dates are available at your facility and how many retreats you can accommodate)

0001AF April 2007 3 each (retreats) \$_____ \$_____
(specify what dates are available at your facility and how many retreats you can accommodate)

0002 STRONG BONDS FOR SINGLE SOLDIERS RETREAT - minimum of 34 estimated single rooms for 1 person per room for 2 nights each retreat within 90 minutes of Gate 4, Ft Campbell, KY. The contractor facility shall be in close proximity to allow the single soldiers to partake of local excursion activities at their own expense such as hiking, canoeing, paint ball, rafting, skiing, horseback riding, fishing, etc when not actively in the retreat. The unit price and total price are to include all applicable taxes and any other associated fees. Check-in will be on Fridays no later than 6:00 PM and checkout shall be on Sundays no later than 2:00 PM. Hotel shall have accessible areas in and around the hotel that allow single soldiers to privately reflect and communicate about lessons and spiritual building exercises derived during the training (quiet time) such as open air atriums, chapels, recreation rooms, park benches and nature trails. **CONFERENCE ROOM** – each scheduled retreat shall have its own conference. No two retreats shall have use of the same conference room at the same scheduled weekend. A conference room is required to accommodate approximately 35 personnel. Hotel staff shall provide water intermittently during conference, pens, note paper, and pencils. Hotel shall also provide refreshments at approx 10:30 AM and also 3:30 PM on each Saturday and Sunday consisting of coffee, water, sodas, and cookies. Conference Room seating arrangement shall provide clear view of presentations for all participants with no visual obstructions. Hotel staff to set up the conference room no later than 6:00 PM Friday and deconstruct the conference upon completion 2:00 PM on Sunday. The conference room shall be dedicated to this event for the duration of each event. The conference room shall have audio visual support to include a sound system, lapel microphone, proxima, TV with DVD player, computer hook up to the sound system. There are 52 estimated retreat dates beginning in November 2006 (11), December 2006 (11), January 2007 (13), February 2007 (9), March 2007 (5), April 2007 (3). These are tentative dates and subject to change. **DINNER** – the hotel shall provide a dinner voucher for each adult participant at each retreat. The dinner voucher shall be used for the Friday and Saturday night meals at a specified hotel restaurant. The cost of the dinner voucher shall include all applicable taxes and other associated fees. Each voucher will allow personnel to select from the any of the following suggested items(steak, prime rib, lobster, shrimp, pastas, ethnic cuisine, beverages such as soft drinks, coffee and tea, and assorted desserts.) **NOTE: No alcoholic beverages or liquors shall be obtained via use of the dinner voucher. All alcoholic beverages and liquors charges shall be the responsibility of any individual desiring them.** **NOTE:** not all personnel will be seated at the same time. Personnel are free to select their dinner meal time for any time after 6PM. **BREAKFAST BUFFET**- the hotel shall provide a breakfast voucher for each adult participant at each retreat. The breakfast voucher shall be used for the Saturday and Sunday morning meals at a specified hotel restaurant. The cost of the breakfast voucher shall include all applicable taxes and other associated fees. Each voucher will allow personnel to select from the any of the following suggested Western Style items(eggs, omelets, ham, bacon, pastries, grits or oatmeal, dry commercial cereals, milk, choice of 3 fruit juices, coffee and tea. **NOTE: No alcoholic beverages or liquors shall be obtained via use of the breakfast voucher. All alcoholic beverages and liquors charges shall be**

the responsibility of any individual desiring them. NOTE: not all personnel will be seated at the same time. Personnel are free to select their breakfast meal time between the hours of 0600 – 0900 AM . LUNCH - the hotel shall provide a lunch voucher for each adult participant at each retreat. The lunch voucher shall be used for the Saturday and Sunday lunch meals at a specified hotel restaurant. The cost of the lunch voucher shall include all applicable taxes and other associated fees. Each voucher will allow personnel to select from the any of the hotel menu items suggested for a luncheon meal. NOTE: No alcoholic beverages or liquors shall be obtained via use of the lunch voucher. All alcoholic beverages and liquors charges shall be the responsibility of any individual desiring them. NOTE: not all personnel will be seated at the same time. Personnel are free to select their lunch meal time between 12:30 PM and 2:00 PM. All offers shall include the price of the hotel rooms, the conference room, and the price for all meals (dinner, lunch, breakfast) as one total aggregate price per retreat.

0002AA November 2006 11 each (retreats) \$_____ \$_____
(specify what dates are available at your facility and how many retreats you can accommodate)

0002AB December 2006 11 each (retreats) \$_____ \$_____
(specify what dates are available at your facility and how many retreats you can accommodate)

0002AC January 2007 13 each (retreats) \$_____ \$_____
(specify what dates are available at your facility and how many retreats you can accommodate)

0002AD February 2007 9 each (retreats) \$_____ \$_____
(specify what dates are available at your facility and how many retreats you can accommodate)

0002AE March 2007 5 each (retreats) \$_____ \$_____
(specify what dates are available at your facility and how many retreats you can accommodate)

0002AF April 2007 3 each (retreats) \$_____ \$_____
(specify what dates are available at your facility and how many retreats you can accommodate)

0003 ESTIMATED NUMBER OF 81 - ONE DAY MARRIAGE WORKSHOPS Require use of a conference room . There will be 50 couples per workshop. The workshops will be conducted by Ft Campbell personnel. Workshops need to be held within 20 minutes of Gate 4, Ft Campbell, KY. Each workshop will start at 0900 AM and depart at 7:00 PM. There will be a break at 1030AM and at 3:00 PM. Contractor is to provide refreshments for the breaks (items such as coffee, water, soft drinks, cookies). There will be a lunch break at 12:00 noon and the contractor is to provide a luncheon buffet for the

participants. The contractor is responsible for providing, set up and dismantling of a conference room for each workshop held. Contractor is to provide water intermittently during the workshop, pens, note paper, and pencils. Tentative dates for workshops are: Oct 2-6, Oct 9-13, Oct 16-20, Oct 23-27, Oct 30-3, Nov 6-10, Nov 13-17, Nov 20-22, Nov 27-Dec 1, Dec 4-8, Dec 11-15, Dec 18-22, Jan 3-5, Jan 8-12, Jan 15-19, Jan 22-26, and Jan 29-Feb 2. These are tentative dates and are subject to change. All offers shall include the price of the conference rooms, the price for all meals and break refreshments as one total aggregate price per workshop.

0003AA – October 2006 25 each (workshops) \$_____ \$_____
(specify what dates are available at your facility and how many workshops you can accommodate. Also, specify what foods will be provided for a luncheon.)

0003AB November 2006 18 each (workshops) \$_____ \$_____
(specify what dates are available at your facility and how many workshops you can accommodate. Also, specify what foods will be provided for a luncheon)

0003AC December 2006 15 each (workshops) \$_____ \$_____
(specify what dates are available at your facility and how many workshops you can accommodate. Also, specify what foods will be provided for a luncheon)

0003AD January 2007 23 each (workshops) \$_____ \$_____
(specify what dates are available at your facility and how many workshops you can accommodate. Also, specify what foods will be provided for a luncheon)